

## DEPARTMENT OF PUBLIC WORKS

BUREAU OF SANITATION  
BOARD REPORT NO. 1  
AUGUST 21, 2020



CD: 3, 6, 8, 10, 11, 14 and 15

### REQUEST FOR AUTHORITY TO ISSUE AMENDMENT NO. 2 TO AMENDED LETTER OF AGREEMENT BETWEEN YMCA OF METROPOLITAN LOS ANGELES AND CITY OF LOS ANGELES FOR UTILIZATION OF HYGIENE FACILITIES FOR UNSHELTERED RESIDENTS

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#### RECOMMENDATION

Authorize the Director and General Manager of LA Sanitation and Environment (LASAN) or his designee to issue Amendment No. 2 to Amended Letter of Agreement between YMCA of Metropolitan Los Angeles (YMCA) and City of Los Angeles [AE21100011M], authorizing the continued usage of hygiene facilities for unsheltered residents until August 31, 2020 by increasing the payment amount from \$540,000 to \$860,000.

#### TRANSMITTALS

1. Copy of Letter of Agreement, executed by the Board of Public Works (BPW) on April 5, 2020, authorizing the City to utilize the YMCA facilities for approximately three (3) months at a rate of \$20,000 per month/\$5,000 per week for nine (9) YMCA facilities throughout Los Angeles.
2. Copy of First Amendment to Letter of Agreement, executed by BPW on April 17, 2020, permitting LASAN and YMCA to substitute and/or utilize YMCA facilities to provide hygiene services to unsheltered residents.
3. Copy of Second Amendment to Letter of Agreement, extending the utilization of YMCA facilities through July.
4. Copy of Authority for Expenditure, authorizing LASAN to make payment of \$540,000 to YMCA.
5. Copy of Authority for Expenditure, requesting authorization for payment of \$320,000 to YMCA.
6. Copy of motion, adopted by BPW at Special Board Meeting on April 17, 2020.

## DISCUSSION

### **Project Background**

On March 11, 2020, the World Health Organization (WHO) declared COVID-19 to be a pandemic. In response, Mayor Eric Garcetti declared a COVID-19 state of emergency for the City of Los Angeles and issued a “Safer At Home” order. As part of the “Safer At Home” order, Mayor Garcetti implemented a multi-point plan, including banning non-city employees from City Hall, canceling or postponing all non-essential public events or group activities that require close contact and meetings of 10 people or more, implementing six-foot social distancing, limiting restaurants and food establishments to takeout service, and closing gyms and bars.

Los Angeles is a large city of four million. Of the residential population, nearly 36,000 residents experience homelessness, and the great majority are unsheltered. Self-quarantine and social distancing proves challenging for unsheltered Los Angeles residents. A lack of access to soap, hand sanitizer, showers, and laundry service makes unsheltered residents extremely susceptible to COVID-19.

### **YMCA Hygiene Program**

To achieve a greater impact in fighting the COVID-19 outbreak among unsheltered residents, LASAN has formed a partnership with the YMCA to offer hygiene services at nine (9) citywide YMCA facilities. Under this partnership, unsheltered residents have access to showers, hand washing, and toilets in safe and clean environments. Additionally, some locations provide “grab-to-go meals,” clean clothing, toiletry kits, and social service referrals.

### **Letter of Agreement Background and Status**

#### Original Letter of Agreement (Transmittal 1)

On April 3, 2020, the BPW authorized LASAN to enter into a Letter of Agreement with YMCA to provide hygiene services to unsheltered residents for approximately three (3) months, covering April 1, 2020 through June 30, 2020, at a rate of \$20,000 per month/\$5,000 per week for nine (9) YMCA facilities throughout Los Angeles.

#### Amendment No. 1 (Transmittal 2)

On April 17, 2020, an amendment was executed to permit LASAN and YMCA to substitute and/or utilize facilities to provide hygiene services at YMCA facilities throughout Los Angeles.

#### Amendment No. 2 (Transmittal 3)

The purpose of this amendment is to add additional funding to the contract thereby permitting an extension of the provision of services under this partnership between LASAN and YMCA until August 31, 2020, for continued usage of seven (7) hygiene facilities for unsheltered residents in July, and up to nine (9) facilities in August. This amendment increases the total payment amount by \$320,000, or from \$540,000 to \$860,000.

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STATEMENT AS TO FUNDS

Funds in the amount of \$320,000 will be available in FY 2020-21 in the General Fund No. 100, Department 82, Appropriation Unit 003040. These funds are intended to be reimbursed by the COVID-19 Response Funds.

Fund Number	Appropriation Unit	Contractor	Amount
100-DEPT 82	003040	100011056	\$320,000

Respectfully submitted,



ENRIQUE C. ZALDIVAR, P.E.  
Director and General Manager  
Bureau of Sanitation

REVIEWED AND APPROVED BY:



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LISA B. MOWERY, P.E., Chief Financial Officer  
Bureau of Sanitation  
Date: 8/12/20

APPROVED AS TO FUND:



MIGUEL DE LA PEÑA, Director  
Office of Accounting  
100/82/003040/\$320,000  
Date: 08/13/2020

Prepared by:

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